



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING MINUTES:	The Manufactured Home Installation Board
MEETING DATE AND TIME:	Tuesday, October 13, 2009 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B, Cannon Building
MINUTES APPROVED:	January 11, 2010

MEMBERS PRESENT

James Brockton, President
Kathleen Bartron, Vice-President
Jill Fuchs, Secretary
Leslie Persans, Education Officer
Victor Kennedy
Keith Rudy
Richard Snyder

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Eileen Heeney, Deputy Attorney General
Gayle Melvin, Administrative Specialist III

MEMBER ABSENT

Charlie Eggleston

CALL TO ORDER

Mr. Brockton called the meeting to order at 9:00 a.m.

REVIEW OF MEETING MINUTES

The Board reviewed the minutes of the September 14, 2009 meeting. Ms. Bartron made a motion, seconded by Mr. Rudy to approve the minutes. The motion was unanimously carried.

OLD BUSINESS

Discussion: Proposed Revisions to the Rules and Regulations

Board members received a copy of the proposed public hearing notice prepared by Ms. Heeney. Ms. Heeney reviewed the notice with members and advised about publication of the notice. The Board decided to add the following proposed revision to rule and regulation 3.1.4: "The bond holder must be listed as the Division of Professional Regulation." Mr. Kennedy made a motion, seconded by Mr. Snyder to publish the notice as amended and to schedule the Public Hearing for the January 11, 2010 meeting. The motion was unanimously carried.

NEW BUSINESS

Discussion: Memorandum from James Collins Regarding Legislation for the 145th General Assembly, Session 2

A discussion was held regarding the memorandum from Mr. Collins concerning draft legislation for the 145th General Assembly, Session 2. Ms. Melvin will advise Mr. Collins that no draft legislation will be submitted for this session.

Ms. Fuchs stated that she is concerned that there is no oversight to enforce the law. It is by complaint only. There is no independent investigation or outreach.

OTHER BUSINESS BEFORE THE BOARD (for discussion only)

Board members had received a letter from Mr. Collins regarding the State Employees Charitable Campaign (SECC). If any member wishes to donate, they should see Ms. Melvin.

PUBLIC COMMENT

There was no public comment at this meeting.

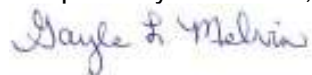
NEXT SCHEDULED MEETING

The next meeting was scheduled for January 11, 2010 at 9:00 a.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Ms. Persans made a motion, seconded by Mr. Snyder to adjourn the meeting. The motion was unanimously carried. The meeting adjourned at 9:17 a.m.

Respectfully submitted,



Gayle L. Melvin
Administrative Specialist III